

Construction Induction Training

Induction for Construction Work Training >

This information bulletin provides a guide to the introduction of NT induction for construction work and the NT white card arrangements.

The Northern Territory Code of Practice for Induction for Construction Work (the Code) commences as an approved Code of Practice in the Northern Territory on 31 October 2009.

The Code provides practical guidance to employers in the construction industry to assist in fulfilling their obligations around worker induction.

The Code includes arrangements for workers in the construction industry to complete the approved unit of competency CPCCOHS1001A 'Work safely in the construction industry'. Only a Registered Training Organisation (RTO) will be able to deliver this training.

Following the successful completion of the approved training, the applicant is eligible to apply to the RTO for a nationally recognised white card. The white card will be tangible evidence that the person has completed the approved training in accordance with the Code.

The "National Code of Practice for Induction for Construction Work" (National Code) is incorporated into the NT Code.

The NT Code of Practice for Induction for Construction Work and the National Code of Practice for Induction for Construction Work is available on the NT WorkSafe website.

What is a Code of Practice?

An approved Code of Practice is an instrument of an advisory nature and should be used as a practical guide to achieve the standard of safety required by the *Workplace Health and Safety Act 2007* and Regulations. For example, Regulation 43 uses words like 'suitable' and 'appropriate' and this Code of Practice illustrates what this requires in relation to construction induction training.

An approved Code of Practice is designed to be used in conjunction with an Act and Regulation but does not have the same legal force.

A Workplace Safety Officer may cite an approved Code of Practice in a direction or in an Improvement or Prohibition Notice, indicating the measures that should be taken to remedy an alleged contravention or non-compliance. Failure to comply with a requirement in an Improvement or Prohibition Notice is an offence.

If you follow an approved Code of Practice, you can be confident that you will achieve the minimum standards required to meet your obligations under the associated Act and Regulations.

Northern Territory White Card

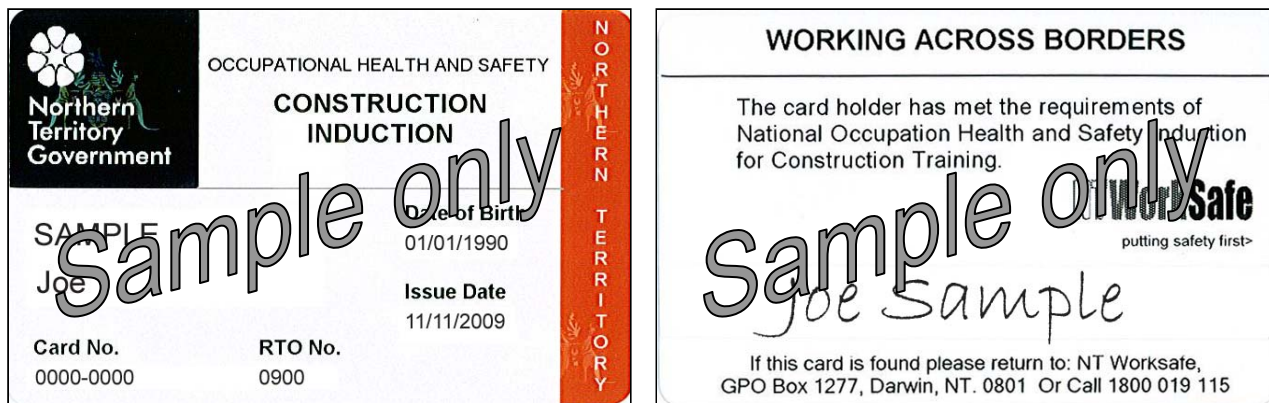
Northern Territory white cards are issued by Registered Training Providers (RTO). RTOs need to apply to NT WorkSafe to issue the NT white card. For more information about RTO accreditation please see Information Bulletin 03.03.03 NT White Card – Information for Registered Training Organisations.

putting safety first >



NT white cards are accepted by all jurisdictions, as evidence that induction training has been completed in accordance with the National Code.

Sample NT White Card.



NT white cards will have:

- > Date of issue;
- > Card registration number;
- > Name, date of birth and signature of the card holder; and
- > Registered Training Organisation number.

Frequently Asked Questions

<p>What is induction for construction work training?</p>	<p>General induction training in accordance with the NT Code provides persons entering the construction industry with a basic knowledge of requirements under the <i>Workplace Health and Safety Act</i>, the common hazards and risks likely to be encountered on construction sites and how these risks should be controlled.</p>
<p>When should I complete induction training?</p>	<p>Prior to commencing construction work in the NT, employers must ensure all new workers have completed general induction training. Employers must ensure all existing workers within their probationary period complete general induction before 1 January 2010. Employers must ensure all remaining workers performing construction work in NT complete general induction training before 1 September 2010.</p>
<p>What is a probationary period?</p>	<p>'Probationary Period' for the purpose of the NT Code, means the period of continuous employment of 90 days immediately after the date of the commencement of the worker in the construction industry. During the probationary period the worker shall be deemed to hold their positions under probationary classification.</p>
<p>How do I obtain a white card?</p>	<p>The induction for construction training can only be delivered by an RTO that has the national training unit called "Work Safely in the Construction Industry" (CPCCOHS1001A) within their scope. Once you have successfully completed the training, the RTO will be required to forward your details to the Territory Business Centre (TBC) to print your white card. TBC will print the white card on the advice provided by the RTO. The RTO will collect and distribute the card to you. This card will be accepted Australia wide.</p>

Is it mandatory to have a white card in NT?	Safety induction training is required under the Regulations. A white card is evidence that the training has been completed in accordance with the Code and meets therefore obligations under the Regulations.
I already have a white/blue card do I have to get a Territory one?	No, the cards are recognised nationally, providing the training has been done in accordance with the Code. This means current and valid cards issued by other jurisdictions will be recognised by NT WorkSafe. See Information Bulletin 03.03.03 - <i>Mutual recognition of interstate induction cards</i> for further information
My workers have already had induction training; do they have to do the training specified in the Code as well?	Employers should assess whether the training provided was appropriate and meets the requirements of the legislation. The best way to ensure this is to provide training in accordance with the Code. If your workers don't have a white card you need to provide to NT WorkSafe some other form of evidence that the workers have had appropriate training which meets the NT industry standard as reflected in the Code.
Who can do the training?	The induction for construction training can only be delivered by a Registered Training Organisation (RTO) that has the national training unit "Work Safely in the Construction Industry" (CPCCOHS1001A) within their scope. However, only RTOs listed on the NT WorkSafe website can issue an NT white card.
Do I/my workers still have to do the task and site induction training?	Yes, general construction induction training is only an induction into the industry. Employees must also do task and site specific induction training. Site induction provides information and instruction to anyone engaged on a particular construction site with particular knowledge of the contractor's rules and procedures for site safety and emergency management on that site. Task-specific training assists to provide you with the knowledge necessary to carry out certain tasks safely.
I only drop off materials to construction sites do I have to do the training?	No, the table on Page 4 identifies who will, and who won't be required to hold a white card. <i>For example visitors to construction sites, student architects, designers, engineers and work experience students will not be required to possess white cards.</i> However all workers, including apprentices and trainees who are engaged in construction related work are required to have completed induction for construction work training.
Will there be any refresher training required for construction industry workers.	There is no requirement for workers to undergo refresher training as site and task-specific training will supplement "once off" induction training.
How long will the training take?	This will vary depending on the RTO and your learning needs. However, the Code states "a structured course of at least 6 hours duration of face to face delivery".

What role will NT WorkSafe play in recognising cards from other jurisdictions?	NT WorkSafe will recognise any induction for construction training that has been provided in accordance with the Code. NT WorkSafe will issue NT white cards through RTOs. RTOs will need to apply to NT WorkSafe for accreditation to distribute the NT white card and will be subject to routine audit. For further information see Information Bulletin 03.02.03 – Information for RTOs.
Is the NT white card the only form of evidence of training?	No, an employer must accept any of the following things as evidence that the worker has done construction induction training: A construction induction card issued by NT WorkSafe following successful completion of induction training by an RTO; A construction statement of attainment issued by an RTO, pending processing of a construction induction card, or Recognised evidence of construction induction training (e.g. a statement of card issued under similar requirements in another Australian state or territory).

Who needs to undertake general induction training?

General Induction Training Recommended	Yes	No
Government Inspector fulfilling statutory functions		<input checked="" type="checkbox"/>
Casual, part-time or labour-hire persons performing construction work	<input checked="" type="checkbox"/>	
Owner carrying out construction work	<input checked="" type="checkbox"/>	
Owner on-site to inspect progress (accompanied)		<input checked="" type="checkbox"/>
Installation of joinery, pre-cast concrete panels, windows	<input checked="" type="checkbox"/>	
Components being manufactured off-site, kitchen cabinets, pre-cast panels		<input checked="" type="checkbox"/>
Delivery drivers dropping off materials in designated areas		<input checked="" type="checkbox"/>
Delivery drivers dropping off materials inside the construction zone	<input checked="" type="checkbox"/>	
Engineers or architects observing work (accompanied)		<input checked="" type="checkbox"/>
Engineers and surveyors who undertake preparatory site work	<input checked="" type="checkbox"/>	
Cleaning and maintenance of structures under construction	<input checked="" type="checkbox"/>	
Work experience students undertaking construction work	<input checked="" type="checkbox"/>	
Practical visits by students not undertaking construction work and under escort		<input checked="" type="checkbox"/>
Traffic control for on-site construction work	<input checked="" type="checkbox"/>	
Traffic control not related to construction work (e.g. school crossings)		<input checked="" type="checkbox"/>
Finishing and fit-out work such as painting, tiling, carpet laying, floor sanding	<input checked="" type="checkbox"/>	
Sign-writing, carpet cleaning		<input checked="" type="checkbox"/>
Landscaping	<input checked="" type="checkbox"/>	
Maintenance of existing lawns and gardens		<input checked="" type="checkbox"/>
Installation of temporary amenities, on-site catering		<input checked="" type="checkbox"/>
Volunteers		<input checked="" type="checkbox"/>

(Source: National Code of Practice for Induction for Construction Work)

NT WorkSafe >

GPO Box 1722, Darwin NT 0801

Telephone: 1800 019 115

Facsimile: (08) 8999 5141

Email: ntworksafe@nt.gov.au

Website: www.worksafe.nt.gov.au

NT WorkSafe is the administrative arm of the Work Health Authority and administers the *Workplace Health and Safety Act*, the *Workers Rehabilitation and Compensation Act*, the *Dangerous Goods (Road and Rail Transport) Act*, the *Dangerous Goods Act* and the *Radioactive Ores and Concentrates (Packaging and Transport) Act* and related Regulations on behalf of the Northern Territory Government.

03.03.01 – 10/2009

page 4 of 4